

OS REGISTRY  
FILE APR 1980

MEMORANDUM FOR: Deputy Director of Security (PSI)  
Deputy Director of Security (CA)

FROM:   
Director of Security

SUBJECT: SCI Access at the White House

1. There are occasions when we receive requests from the White House complex to expeditiously process individuals for access to Sensitive Compartmented Information (SCI). As a standard practice these requests are generated by Mr. Jerry Jennings, Security Officer for the National Security Council, after Dr. Brzezinski has established the need for codeword clearances. There are other instances, however, when the clearance request is transmitted to the Agency out of channels, and there has not been proper prior coordination with the President's National Security Advisor. This should not occur frequently, but we essentially have little or no control over procedures at the requesting office.

2. In order to tighten up our own method of operation, I would like you to ensure that appropriate action is taken to keep Mr. Jerry Jennings fully advised anytime there is an SCI request for White House officials. I do not want to delay the expeditious processing of these cases, because they are usually crash requests, but it is important that need-to-know is firmly established as soon as possible, well in advance of the security indoctrination briefing. I view the Chief of the Special Security Center as the focal point officer in dealing with Mr. Jennings and otherwise keeping him informed of requests which are in process. Please coordinate early on with the Special Security Center rather than waiting until we have completed our security review. I would appreciate it if all appropriate elements of security are advised concerning these guidelines.

cc: C/Clearance Division  
C/Special Security Center

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